

# Afreen khan

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9899724550  
New Delhi, Delhi

## Experience

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### NGO Intern

01/2018 - 10/2023

social media coordinator • Developed and created engaging content for social media platforms. • Interact with users and respond to social media. Engaging more people with social media trends. • Planned and executed various documentaries and surveys. • Collaborated with the marketing and sales department. • For the quality of my deliverable during the internship period was awarded as the best intern and was as offered Letter of the Recommendation management team. • Teaching and helping the underprivileged students under the project "knowledge for All" • Participated in various college events and competitions.

### Teacher

GD GOENKA LA PETITE MONTESSORI PRESCHOOL

• Managed student's behavior by creating an environment adjusted to their physical, social and developmental needs. • Communicated with parents, providing teacher-parent days and collaborating on plans for helping students excel in and out of the classroom. • Exceptional skill and experience with the Montessori education model and facilities. Thorough grasp of Montessori curriculum design and development.

### Occupational Therapist OTR/L

• New Delhi, Delhi

05/2020 - 10/2023

since 2020 I am working with different NGO's and in hospital department dealing with children with special needs , though i don't have any profession degree but i have a close relation and love for these children with special needs . I have an experience of more than 3 years and currently working as a Montessori teacher and with children of special needs . I have practiced various activities and therapies that are specified for them , i am aware about the issue and I am working towards to be a help to them in making their life better and healthier .

I would be a great and learning opportunity for me to work and learn under your esteemed institution . looking towards a positive response .

Thank you

## Skills

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Time management, Communication skills, Attention to detail , Software Proficiency , Team work , Leadership

## Education

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### Philosophy

Hindu College, University of Delhi

01/2022

### Philosophy

Dyal Singh College, University of Delhi

01/2020

### Presentation Convent

Central Board of Secondary Education

## Languages

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English, Arabic

## **Awards**

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Awarded as the best speaker intercollege debate competition , Awarded as the best intern , Awarded with certificate and gold medal along with LOR